



Republic of the Philippines  
**Department of Education**  
Region I  
Schools Division Office  
San Carlos City, Pangasinan

Reference No: 20250813-001

**SUPPLEMENTAL/BID BULLETIN NO.: 12249075-01**

**PROCUREMENT OF MEALS WITH PROVISION OF TRAINING VENUE AND  
ACCOMMODATION OF RESOURCE SPEAKERS ONLY FOR CONDUCT OF DIVISION  
TRAINING WORKSHOP ON THE DEVELOPMENT AND INTEGRATION OF PISA-LIKE  
QUESTIONS IN ENGLISH, SCIENCE, AND MATHEMATICS FOR GRADE 5 & 6 TEACHERS**

The Schools Division Office of San Carlos City Bids and Awards Committee would like to inform you of the following additional instructions and amendments made on the Bidding Documents for the abovementioned project to wit:

<b>PROCUREMENT OF MEALS WITH PROVISION OF TRAINING VENUE AND ACCOMMODATION OF RESOURCE SPEAKERS ONLY FOR CONDUCT OF DIVISION TRAINING WORKSHOP ON THE DEVELOPMENT AND INTEGRATION OF PISA-LIKE QUESTIONS IN ENGLISH, SCIENCE, AND MATHEMATICS FOR GRADE 5 &amp; 6 TEACHERS</b>	
<b>FROM</b>	<b>TO</b>
<p>1. SECTION VII. TECHNICAL SPECIFICATIONS PAGE 34-36, OTHER INCLUSIONS, NO. 3,6,8</p> <p>1.Use of Function Hall (3 venues for break out session for 3 days) and Amenities (projector/LED Smart TV, Wi-Fi connection, microphones, podiums, sound system, tables and chairs).</p> <p>2.The supplier is expected to cater the meals and snacks in training venues with presentable table set-up; dishes at the buffet tables are properly labeled; courteous, neat, and well-groomed food service crew and waiters.</p> <p>3.The supplier shall serve the meals on time (AM snacks-9:30 AM, Lunch-11:30 AM, PM snacks-2:30 PM and Dinner-6:30 PM).</p> <p>4.The Caterer shall provide water station in the training venues with free-flowing coffee/tea with creamer and sugar, and purified water in 3 venues.</p> <p>5.The Caterer shall provide updated sanitary permits issued by the city or municipal health office.</p>	<p>1. SECTION VII. TECHNICAL SPECIFICATIONS PAGE 34-36, OTHER INCLUSIONS, NO. 3,6,8</p> <p>1.Use of Function Hall (3 venues for break out session for 3 days) and Amenities (projector/LED Smart TV, Wi-Fi connection, microphones, podiums, sound system, tables and chairs).</p> <p>2.The supplier is expected to cater the meals and snacks in training venues with presentable table set-up; dishes at the buffet tables are properly labeled; courteous, neat, and well-groomed food service crew and waiters.</p> <p><b>3. Meals shall be ready not later than AM Snacks- 9:30 AM, Lunch- 11:30 AM, PM Snacks- 3:00 PM.</b></p> <p>4.The Caterer shall provide water station in the training venues with free-flowing coffee/tea with creamer and sugar, and purified water in 3 venues.</p> <p>5.The Caterer shall provide updated sanitary permits issued by the city or municipal health office.</p>



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<p>6. Food handlers and kitchen staff should have medical certificates.</p> <p>7. The caterer/supplier shall provide the Tarpaulin Backdrop with Layout (5x6ft) (3pcs.).</p> <p>8. Buffer for 3 pax per meal in the 3 venues.</p> <p>9. The resource speakers (live-in) will have free breakfast.</p> <p><b>*not included</b></p>	<p><b>6. Food handlers/servers and kitchen staff should have health/medical certificates indicating fitness to deliver the required service.</b></p> <p>7. The caterer/supplier shall provide the Tarpaulin Backdrop with Layout (5x6ft) (3pcs.).</p> <p><b>8. The caterer shall provide three (3) pax buffer in each training venue.</b></p> <p>9. The resource speakers (live-in) will have free breakfast.</p> <p><b>10. The caterer should provide food samples for evaluation and acceptability tests during the opening of bids. However, if the prospective supplier fails to provide food samples, the same shall be provided during post-qualification.</b></p>
<p>2. SECTION VI. SCHEDULE OF REQUIREMENTS PAGE 29, DELIVERY AND INSPECTION, PARAGRAPH NO. 1 AND 2</p> <p><b>DELIVERY AND INSPECTION:</b></p> <p>Meals and snacks shall be inspected by the members of the Division Inspectorate Team in the training venue.</p> <p>The Winning Bidder should inform the Schools Division Superintendent of the delivery of goods in writing three (3) days before the projected delivery through the Records Office through manual submission or through their official e-mail address at <a href="mailto:records.sccp@deped.gov.ph">records.sccp@deped.gov.ph</a>.</p> <p><b>*not included</b></p>	<p>2. SECTION VI. SCHEDULE OF REQUIREMENTS PAGE 29, DELIVERY AND INSPECTION, PARAGRAPH NO. 1 AND 2</p> <p><b>DELIVERY AND INSPECTION:</b></p> <p>Meals and snacks shall be inspected by the members of the Division Inspectorate Team in the training <b>venues during break-out session.</b></p> <p>The Winning Bidder should inform the Schools Division Superintendent of the delivery of goods in writing three (3) days before the projected delivery through the Records Office through manual submission or through their official e-mail address at <a href="mailto:records.sccp@deped.gov.ph">records.sccp@deped.gov.ph</a>.</p> <p><b>In case of work suspension due to increment weather, the Schools Division Superintendent shall inform the winning bidder within 48 hours of the suspension of the conduct of the activity, without prejudice to the winning bidder.</b></p>



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All other provisions of the bidding documents which are not affected shall remain in force and in effect.

Please be guided accordingly.

**DOMINGO L. LAUD, EdD, CESE**  
Assistant Schools Division Superintendent  
Chairperson, Bids and Awards Committee